

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes May 13, 2020

Secretary-Treasurer at Board of Commissioners Room, 219 E. Paw Paw St, Paw Paw MI 49079
All other attendees participated online from remote locations

1. Notes for the Record—

- a. This meeting was held online using Zoom webinar software as allowed under Governor Whitmer's Emergency Executive Orders allowing same. The meeting notice, including the Zoom Meeting ID Number, was properly posted on the county's website.
- b. The regular meeting scheduled for April 8, 2020, was canceled by Chair Lisa Phillips due to the COVID emergency.

2. Call to Order and Determination of Quorum

At 3:32 pm, by Chairperson Lisa Phillips, with attendees/absentees/quorum status as follows:

Board Members Present (9) Chair Lisa Phillips, Vice-Chair Jan Petersen, Gail Patterson-Gladney, Sarah Moyer-Cale, Cynthia Compton, Kate Hosier, Katie Strohauser, Zachary Morris and Dr. Patrick Creagan; **Board Members Absent (0); Board Vacancies: (0)**. A quorum (9 of 9) is initially present.

Staff and Others Present: Secretary-Treasurer Wayne Nelson; Envirologic Technologies Inc staff members Erik Peterson, Pamela Jackson and Therese Searles, Remote meeting coordinator Anna Cerven.

- 3. Approval of Agenda--**Motion by Compton, supported by Patterson-Gladney, to approve the prepared agenda. Approved by a vote of 9-0.
- 4. Approval of Minutes of Regular Meeting held March 11, 2020--**Motion by Morris, supported by Patterson-Gladney, to approve the minutes of the Regular Meeting held March 11, 2020. Approved by a vote of 9-0.
- 5. Public Comment—**None
- 6. Correspondence—**None
- 7. Secretary-Treasurer's Report--**Nelson presented a written and oral report, with action item as follows:
The following invoices were presented for approval.

<i>Amount</i>	<i>Vendor</i>	<i>Invoice #</i>	<i>Invoice Date</i>	<i>Reason</i>
	EPA Grant Invoices:			
\$ 213.75	Envirologic Technologies Inc	06518	2020-04-08	804 S Kalamazoo; B-Plan
308.75	Envirologic Technologies Inc	06518	2020-04-08	67901 Red Arrow; B-Plan
1,751.25	Envirologic Technologies Inc	06528	2020-04-08	05585 Blue Star; B-Plan
145.00	Envirologic Technologies Inc	06529	2020-04-08	413 W Delaware; B-Plan
630.00	Envirologic Technologies Inc	06531	2020-04-08	1536 W Commercial; BEA
703.75	Envirologic Technologies Inc	06532	2020-04-09	99 Walker St; BEA/Eligibility
9,727.68	Envirologic Technologies Inc	06534	2020-04-10	23944 Red Arrow; Soils/DDCC/Reponse
	Envirologic Technologies Inc			
	Envirologic Technologies Inc			
	Envirologic Technologies Inc			
\$ 13,480.18	Envirologic Sub-Total			
<u>13,480.18</u>	Total of EPA Grant Invoices			
6,886.25	Wayne Nelson	1985	2020-03-31	Services 10/1/19 to 3/31/20
<u>\$ 20,366.43</u>	Total of All Invoices			

Motion by Petersen, supported by Hosier, to approve payment of the foregoing invoices totaling \$20,366.43. Approved by a vote of 9-0.

8. New Business—

- a. **Land Bank Report**—Zach Morris reported that the VBC Land Bank Authority is still in a learning phase, slowed by the COVID emergency.
- b. **99 Walker Street in Lawton**—Zach Morris reported that the Village of Lawton is approving a Commercial Rehabilitation District for this project to complement VBCBRA assistance.
- c. **Draft Brownfield Plans**—Therese Searles and Erik Peterson presented draft Brownfield Plans for Essential Storage LLC for 05585 Blue Star Hwy in South Haven Township and Midwest Property LLC (Midwest Fasteners) for parcels in the Village of Decatur. There was extensive discussion regarding plan details and possible clarification/modifications. Chair Phillips designated a working group consisting of herself, Cynthia Compton and Wayne Nelson to work with Envirologic to finalize the plans for presentation to the respective local governmental units.

9. Old Business—EPA Grant/Brownfield Plan Project Updates--Erik Peterson gave brief verbal updates on EPA Grant projects as follows:

- a. 10336 Blue Star Hwy—Our work essentially finished; business opening delayed by COVID emergency.
- b. 153 Commercial Ave—BEA finished; soil sampling pending; developer's closing on parcel imminent.
- c. 23944 Red Arrow Hwy—Developer closing on parcel imminent; connection to municipal water pending.
- d. 413 Delaware St—Brownfield Plan draft mention in New Business.
- e. 67902 Red Arrow Hwy—Brownfield Plan progressing; COVID emergency affecting progress as facility has been mostly closed.
- f. 05585 Blue Star Hwy-- Brownfield Plan draft mention in New Business.
- g. 804 S Kalamazoo St—Developer sent a notice essentially suspending the project due to COVID and economic uncertainties. Erik will make recommendation to the Board regarding funding status.
- h. 99 Walker St—project slowing activating.
- i. 61072 68th St and 08337 Blue Star Hwy projects are fully complete.

10. General Member Comments

- a. Wayne Nelson presented the preliminary 2019 tax capture and distribution data and will review the appropriate level of administration fee charges and the Paw Paw Brewing financial status.
- b. Attendees shared their COVID emergency observations and experiences.

11. Adjournment

Motion by Morris, supported by Hosier, to adjourn. Approved by a vote of 9-0, the meeting was adjourned by the Chair at 4:58 pm.



Wayne Nelson, Secretary-Treasurer
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

Acronym	Type	Meaning
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE (formerly MDEQ)	Agency	Michigan Department of the Environment, Great Lakes, and Energy (formerly MI Department of Environmental Quality)
MEDC	Agency	Michigan Economic Development Corporation
VBC	Agency	Van Buren County
VBCBOC	Agency	Van Buren County Board of Commissioners
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing